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SAPC-23794
Copy 3 of 4

24 January 1958

25X1A2g

25X1A6a

MEMORANDUM FOR: [REDACTED], Project Engineer

SUBJECT : Travel Authorizations, General Precision
Laboratory, Inc.; Contract No. [REDACTED]

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1. Contracts with the subject Company state that formal approval must be granted by the Contracting Officer or his authorized representative when the Contractor furnishes transportation instead of the Government.

2. Attached is a copy of Invoice No. 18043 dated December 31, 1957 on which travel was performed for which approval is required. It is normal practice to pay only the first class rail fare or airline cost. When travel by automobile exceeds the above mentioned fares, the Government must pay up to the first class fare by train or plane unless travel by automobile has been authorized for specific reasons.

3. For your information, the subject contract expired on 30 June 1957 so the Company should bill [REDACTED] costs on the follow-on contract and they will be so advised.

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4. The Company previously billed and was paid for services for [REDACTED] for the period March 18 - 31, 1957. Please advise if [REDACTED] was on duty for the days billed, i.e., March 16 - 17, 1957.

5. Your early reply and return of the attached invoice is requested.

PS/DCI:HL:pf

Distribution:

25X1A2g

Orig - Addressee, TSS/APD

2 - [REDACTED] (Pay't)

✓ 3 - Proj. Finance

4 - Proj. Chrono

[REDACTED] Project Contracting Officer

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DOCUMENT NO. _____

NO CHANGE IN CLASS. ☒

☐ DECLASSIFIED

CLASS. CHANGE TO: TS S G

NEXT REVIEW DATE: _____

AUTH: SA 10-2

DATE: 5/2/82 REVIEWER: 064540